

To: Selectmen, Budget Committee, Planning Board Chair, CEO  
From: Stu  
Re: Planning & CEO Budgets  
Date: October 23, 2007

**Planning Board** – The Planning Board requested no change to their budget from the past several years. Much of the activity in that budget is dependent on the amount of building and development activity in town. The budget is submitted without membership in the Hancock County Planning Commission

### **Code Enforcement**

**Salary** – The average hourly rate for Code Enforcement Officers in a community our size is \$19.41 according to the Maine Municipal Association Survey. Salaries have been the subject of long discussion between the CEO and Selectmen in the past year or so, but more so a provision for time off requested by the current CEO. A compromise was reached so that the CEO's salary is paid on a regular basis despite whether the CEO is present or on vacation (3-weeks are built into the contract). We have structured his compensation so that it's total and the payment to the Deputy CEO for coverage come out to the full budget.

Anyway, the proposed increase of \$360 is in line with inflation as calculated by the Selectmen's formula.

**Deputy Wages** – The base pay for the Deputy has been \$500. In keeping with the 2.25% inflation figure, this would increase to \$511.25

**Supplies/Printing** – This line had been \$300 for several years, then dropped to \$100 for the current fiscal year. The 5/year average is \$311, thus the \$300 budget.

**Mileage** – The mileage has varied, and depends on the number of inspections, seminars, and the like the CEO is engaged in. With the average of \$405/year, the line is proposed to drop \$50.

**Phone** – At one point the CEO had proposed buying a phone card with which to return long distance calls from home. He's apparently not submitted any requests for reimbursement for that, if indeed it has happened. I've kept \$50 in this line just in case, but average cost has been \$5.

**Legal** – We utilize the town attorney very rarely for CEO items specifically. I've proposed a \$250 (50%) cut in this line. If it ends up we have to use the attorney

for a big case, the cost will be a lot higher, and the Selectmen will have to deal with that at the time.

**Advertising** – The only ad we really have purchased is for re-licensing junkyards, and that is paid for through the fees charged. No budget is proposed for this line.

**Training** – Occasionally there is training available that is not paid for by the state. \$150 would pay for about 2 courses.

**Miscellaneous**- This line has been used for mailing certified letters for violations in the past. The average is \$159.33. At this time \$100 should be enough.

**Total CEO Budget** – The proposed budget is up \$221.25, all of it and then some for salary increases.